



Houma-Terrebonne Airport Commission

10264 EAST MAIN STREET – HOUMA, LOUISIANA 70363

(985) 872-4646

Grantee, FTZ No. 279

www.houma-airport.com

AGENDA

May 16, 2024

6:00 p.m.

1. Call meeting to order.
2. Pledge of Allegiance.
3. Roll Call.
4. Chairman to announce to the public regarding speaker cards.
5. Chairman to ask that all cellphones be silenced while meeting is in progress.
6. Approval of the Budget to Actual Financial Statement and Minutes for the month of April 2024.
7. Approval of payables through May 16, 2024.

8. **OLD BUSINESS:**

A. Assignment Reports:

1. Uncrewed Aircraft Systems (UAS) effort on the HTA. – *Alford/Casey/Ellender/Pellegrin*

a. Reports and action items:

1. RPA Campus Roads –*Dupre*

- a. Approval of Change Order No. 2 increasing the construction contract by \$3,761.48 for installation of electrical for security gate at Thunderbird Road entrance.

2. RPA Campus Buildings –*Dupre*

3. RPA General Report – *Rey*

b. Approval of Project payments to:

1. Gros Flores Positerry, LLC in the amount of \$168,103.75 for design of RPA Free Span Aircraft Hangar.

2. Byron E. Talbot Contractor, Inc. for Payment No. 7 in the amount of \$416,048.51 for RPA Campus Roads.

3. Milford and Associates for Invoice No. 024-045 in the amount of \$8,625.00.

c. Approval of payments to consultants:

1. COTS Technology, LLC in the amount of \$13,408.25– April 2024.

2. COTS Technology, LLC in the amount of \$3,968.95 for reimbursable travel to AUVSI.

3. The Picard Group, LLC in the amount of \$10,000.00 – April 2024.

4. Pelican State Partners, LLC in the amount of \$2,000.00 – April 2024.

5. The Padina Group, Inc. in the amount of \$10,000.00 – March 2024.

6. The Padina Group, Inc. in the amount of \$3,266.97 for reimbursable travel to ICAO Meeting.

2. Update regarding establishment of a Sustainable Aviation Fuel (SAF) Distributorship on the HTA. – *Ellender/Marmande/Pellegrin*

- a. Approval of payment to All South Consulting Engineers, LLC for Invoice No. 7 in the amount of \$2,117.10.

3. Update regarding Policy, Procedures, and Personnel – *Alford/Casey/Marmande*
 - a. Discussion regarding short term disability and life insurance for certain airport police officers.

- B. Taxiway Echo – *Highstreet/Boudreaux*

- C. Reconstruct Taxiway Foxtrot – *Highstreet/Boudreaux*
 1. Approval of payment to Providence Engineering and Environmental Group, LLC for Invoice No. 0063346 in the amount of \$885.00.

- D. West Ramp Reconstruction – *Boudreaux/Dupre/Highstreet*
 1. Approval of payment to T. Baker Smith, LLC for Invoice No. 20241217 in the amount of \$21,257.91.

- E. Update regarding the Houma Air Traffic Control Tower – *Boudreaux*

- F. Update Airport Master Plan/AGIS – *Boudreaux*

- G. New Rates & Charges Survey – *Alford/Boudreaux*

- H. Discussion regarding HTAC owned building, old Bristow hangar, damaged during Hurricane IDA. – *Pellegrin*

- I. Request received from P3 Global Personnel, LLC to purchase the building on their Lease No. W-1-72 (REV) for a purchase price of \$25,000.00. – *Dupre*

9. **NEW BUSINESS**
 - A. Letter received from Gulf Coast Manufacturing, LLC requesting the following regarding their Lease Nos. CM-1-08 & G-2-73:
 1. Offer to sell improvements to the HTAC in the amount of \$175,615.00.
 2. If HTAC refuses offer, approval to sell improvements on said lease to P3 Global Personnel, LLC in the amount of \$175,615.00.
 3. Approval to assign said lease to P3 Global Personnel, LLC.

 - B. Letter received from Bristow Group, Inc., requesting approval to install a concrete extension 460'x25', equipment cover 160'x30', and a pull through driveway on their Lease No. OH-1-79B.

 - C. Letter received from Mr. Bobby Butler, Ninety, LLC requesting to have Lease No. N-1-16 resurveyed and reduce the current lease dimensions.

 - D. Discussion regarding letter received from Mr. David Maples, Lease No. F-3-74 requesting changes to the HTAC Operations Manual.

 - E. Approval of a Resolution acknowledging the retirement and Induction into the Louisiana Aviation Hall of Fame of a Louisiana Aviation Icon, Charles Lindy “Charlie” Hammonds.

Agenda- Page 3
May 16, 2024

- F.** Approval of a Resolution acknowledging the Induction into the Louisiana Aviation Hall of Fame of a Louisiana Aviation Celebrity, John W. “Corkey” Fornof.

10. Director’s Report:

- A.** Airport Police Director – ***Beattie***
- B.** Director of Operations/Maintenance – ***Highstreet***
- C.** Director of Business Development – ***Dupre***
- D.** Deputy Director – ***Boudreaux***
- E.** Executive Director – ***Pellegrin***

11. Commissioner’s Comments.

12. Public Comments.

13. Adjourn.